1. Click **start**. When the options expand, click on **Control Panel**, then **System** to open the **System Properties** screen.

2. On the **System Properties** screen, click **Hardware**, then **Device Manager**.
3. On the Device Manager screen, click the "+" by **Ports** to open the list of ports, and see where the USB serial port has been assigned.

4. Close the **Device Manager**, **System**, and **Control Panel** windows to return to the Desktop.

5. Click **start**, then mouseover **All Programs**.
   When the list of programs expands, mouseover **Accessories**.
   When the **Accessories** options are visible, mouseover **Communications**, then click **HyperTerminal** to open the program.

6. Enter the values requested regarding location information. If you have previously set up HyperTerminal, you will not see this screen. Proceed to the next step.

7. There will probably only be one location. If not, select the appropriate location before clicking **OK**.
8. When the screen opens for the new connection, name it "test", then click OK.

9. In Step 3, we noted the port assigned during the driver installation. If a different port is highlighted, select the proper one and click OK.

10. On the Properties screen, set the baud rate by clicking on the arrow to open the **Bits per second** pull down menu and selecting **9600**. Click OK.

11. On the same screen, open the **Flow control menu**. Select **None**, and click OK.
12. On the next screen, **test Properties**, click **Settings**, then **ASCII Setup**.

13. On the ASCII setup screen, select **Echo typed characters locally** and **Append line feeds to incoming line ends**. Then click **OK** to close ASCII Setup, and **OK** again to close the Properties window.
14. Finally, we are at the screen where commands can be entered. Type `stat <enter>` for a status report. The response should look something like the screen at left, but the first line might indicate that the actuator’s current position is something other than position 1.

15. If the actuator is currently in position 1, type `go2 <enter>`. If the status response indicates a current position other than position 1, type `go1` instead.

You should hear the sound of the actuator motor running briefly as the actuator changes positions. If so, the actuator is ready to put into service. If not, contact VICI technical support for further assistance.